Performance Measures Online System
User Manual

Arizona Department of Education
Career and Technical Education

Welcome to the Career and Technical Education **user manual** for our new *updated* version of the online **Performance Measures** system! This user manual is intended to be your guide through **our online system on the World Wide Web.**

The online **Performance Measures** system will allow all schools to send their **enrollment, placement, concentrator and Basic Grant coherent sequence information** directly to ADE via the World Wide Web. Schools can also generate Performance Measures reports and view their **Program Profile** of active and inactive programs using this online system. Schools can link to this new website from the home page of the Arizona Department of Education at:

http://www.ade.az.gov

A. Go to the Arizona Department of Education web site at
   www.ade.az.gov

B. Click on Programs

C. Click on the Career and Technical Education link.

D. Click on **Performance Measures**

E. Click on __Concentrator and Placement Report Online System__
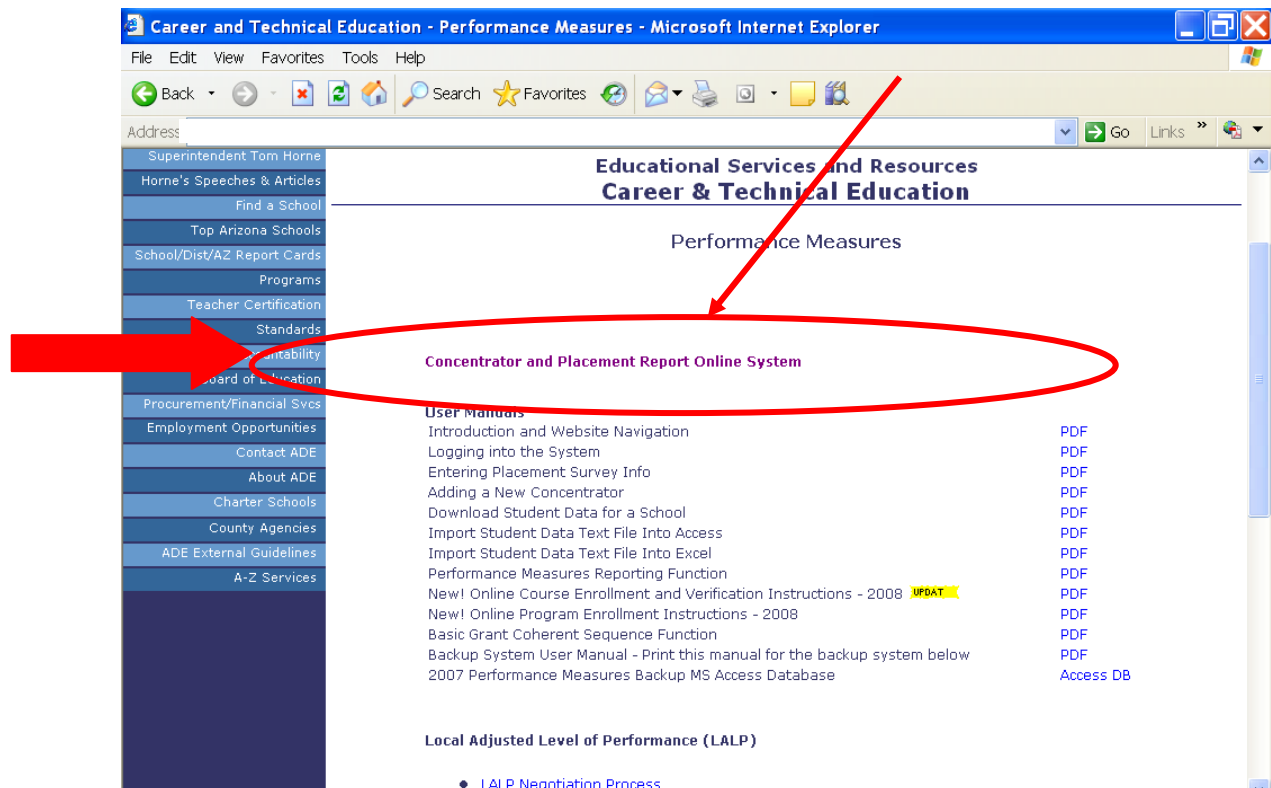
Welcome to the online system! You can enter all your Performance Measures information online. All the User Manuals for the system are located directly beneath the system link.

- Enter your Enrollment, Concentrator and Placement reports and your Coherent Sequence information.
- Review active/non-active programs via Program Profile and a history of programs at your school via Profile History
- Create Performance Measures reports and graphs
- Download Data

Part II – Logging In To The System

**Now you are ready to enter the Performance Measures on-line system.
Please click on Login**

Arizona Department of Education

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Login

Submit your Career and Technical Education
Placement Survey Report and Concentrator
Report ONLINE!
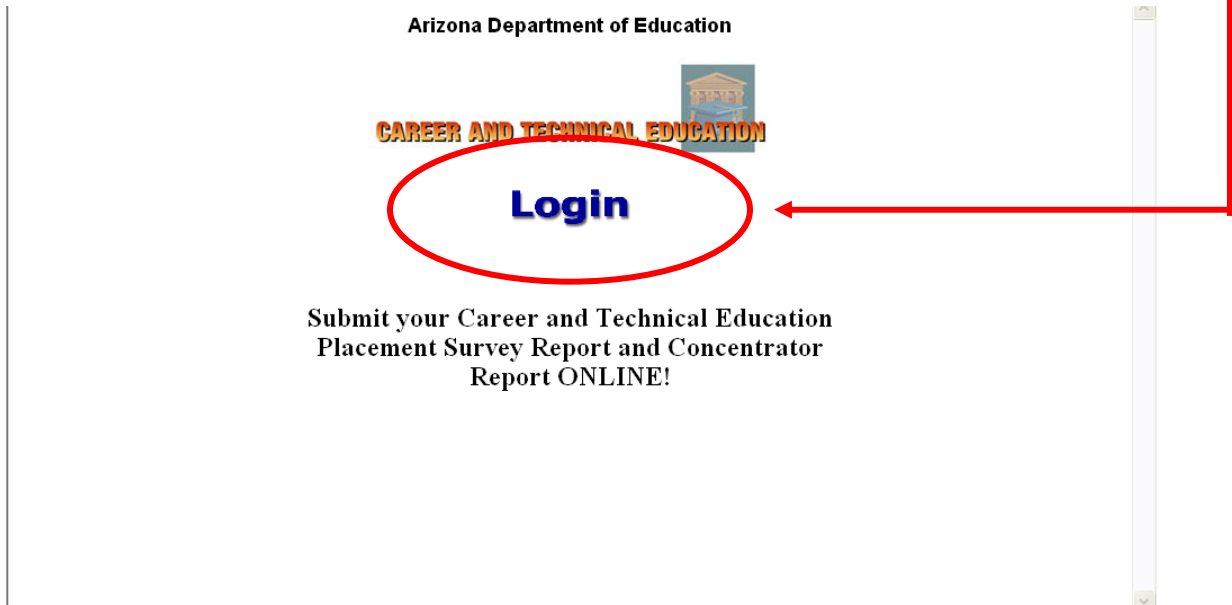
Arizona Department of Education
Career and Technical Education Internet Data Reporting Application

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A

Username:

Password:
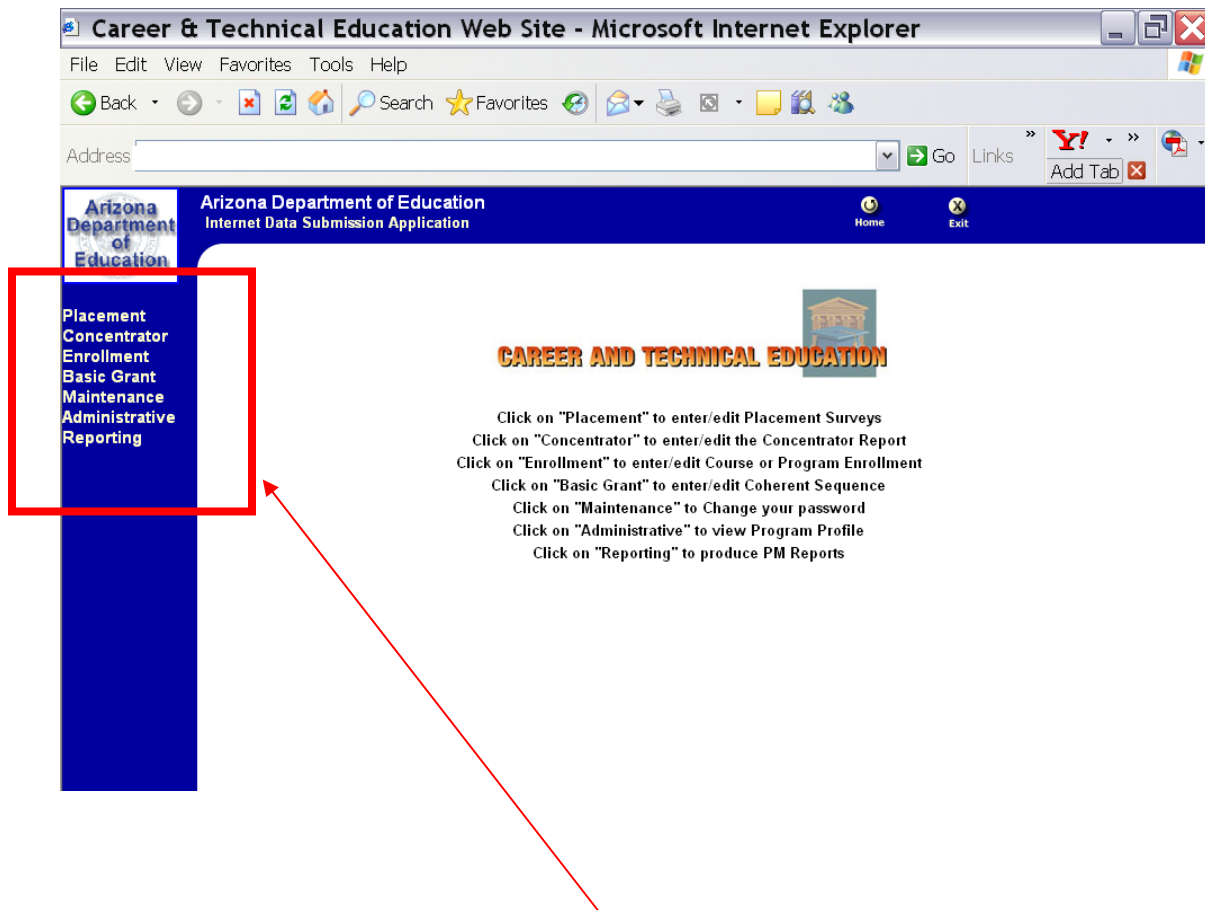
Login

B

A. Enter your Username and Password

B. Click on Login

Welcome to the system! Now you can use all the functions of the online Performance Measures system that your user ID can access.